

## ADVISORY COMMISSION ON SPECIAL EDUCATION

### SPECIAL MEETING MINUTES June 26, 2003

APPROVED 10/31/03
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LODI SELPA OFFICE  
1305 East Vine Street  
Lodi, CA 95240

Thursday, June 26, 2003

#### **Commission Members Present**

Patty Boyle	Emma Sanchez-Glenny
Catherine Conrado, Vice Chair	Barbara Rickard Monroe
Catherine E. Garbacz, Chair	Jim Woodhead
Angela Hawkins	

#### **Commission Members Absent**

Don Burns	Janet Mangini
Patricia Flores-Charter	Don Shalvey
Fern Laethem	Linda Wyatt
Karla Geller	

#### **Student Member Absent**

Kevin Verdi

#### **Student Member Absent**

Nicholas Clark

#### **Legislative Members Absent**

Charles Poochigian, Senate Member

#### **Legislative Members Absent**

Fran Pavley, Assembly Member

#### **Governor's Office, Deputy of Education K-12, Liaison Absent**

Lynn Lorber

#### **State Board of Education Liaison Absent**

Robert Abernethy

#### **Department of Education Staff Present**

Dennis Kelleher, Staff Liaison

#### **Department of Education Staff Absent**

Stacy Michel, Commission Secretary

#### **Department of Education Staff Absent**

Alice Parker, Executive Secretary  
Director, Special Education Division

#### **Department of Education Staff Absent**

Ronald S. Kadish, Director  
State Special Schools

#### **CALL TO ORDER**

Chair Catherine Garbacz called the meeting to order at 10:25 a.m., and Commissioners pledged allegiance to the flag. Attendance was taken and a quorum was not present.

#### **INTRODUCTIONS/ANNOUNCEMENTS**

**Announcements:** The staff liaison provided numerous handouts relating to budget and calendar. The special meeting agenda for this meeting was distributed which included the following topics:

- **Meeting Plans**
- **Agenda Items for Future Meetings in 2003-2004**
- **Budget for 2003-2004**
- **Bylaws Review and Revision Recommendations**
- **Direction to Staff**
- **Other Matters of Interest**

**DISCUSSION OF MEETING PLANS FOR 2003-2004**

There was a lengthy discussion concerning the meeting plans for the Advisory commission on Special Education for the 2003-2004 fiscal year. All Commissioners present took part in the discussion in addition to a couple of members of the public who were in attendance. After approximately 90 minutes of discussion the group took an advisory vote regarding which option was preferred. Six Commissioners voted for the option which proposed that ACSE meet four times per year in October, February, April and June as recommended by assistant Superintendent Alice Parker. This option included combining the Operations and Planning Meeting into the first hour of the Thursday meeting that would begin at 9:30 AM and end at 5:30 PM. Friday would now be a full day meeting instead of a half-day as it was previously and it would begin at 8:30 AM and end at 4:30 PM. The chairperson contacted two Commissioners by telephone who were not in attendance during the lunch break. The chair indicated that the two Commissioners contacted by telephone supported the proposal. The chair also indicated that she had a proxy from two other Commissioners to support whatever plan the group majority proposed. The chair had a total of ten Commissioners in support of the proposal. Of the four remaining Commissioners, three could not be reached during the meeting and one Commissioner opposed this proposal. The full commission will consider this proposal on their October meeting agenda for action when a quorum is present.

**ACTIVITY: FUTURE AGENDA ITEMS FOR 2003-2004**

There was a discussion concerning the role and function of the Advisory Commission on Special Education. The issues of lobbying and its effectiveness were also raised. A legal opinion from the California Department of Education Legal Branch is expected to be received in the Fall of 2003 regarding the lobbying question.

A suggestion to bring in a meeting facilitator for the October meeting was supported by the majority of Commissioners in attendance. The staff liaison was directed to arrange for a professional meeting facilitator to work with the Advisory Commission on Special Education at the October meeting for the majority of Thursday and all of Friday to help clarify the mission, vision, goals and role of ACSE with the Commissioners.

Specific areas of interest were listed by the group on chart paper resulting from the discussion and each Commissioner was asked to prioritize the items in order to identify specific items to be agendaized at future meetings. Some of the items of interest listed were:

- Collaborating with CDE Staff on Monitoring
- Coalition Building
- Master Plan
- CAHSEE
- IDEA Reauthorization and Full Funding
- CAPA
- Communicating with state commissions on Special Education
- NCLB
- Determining California definitions of "highly qualified" teachers and para professionals
- Caseload Reduction
- Paperwork Reduction
- Student Discipline
- Discrepancy model identification
- Charter Schools, Vouchers & Schools of Choice
- Early Intervention
- Flow through Federal Funding

**DISCUSSION: BUDGET FOR 2003-2004**

The Commissioners reviewed the information provided by staff relative to the ACSE budget and expenditures. There were numerous recommendations made concerning cost saving measures. It was proposed that Commissioners who serve as liaisons to another group would attend meetings which were held close to their residence in either Northern or Southern California to save travel and lodging expenses. Another suggestion was that the duplication and postage would be reduced by using electronic media and the web page for dispersing information whenever possible. There was a request of staff that ACSE receive a budget report at each meeting to help Commissioners monitor expenditures.

**BYLAWS REVIEW AND REVISION RECOMMENDATIONS**

If the Commission adopts the meeting schedule proposed by the advisory vote at its October meeting, it will be necessary to change the language in Bylaws Article III section 3 from six to four regular meetings per year. The group also expressed the sentiment that when the budget situation improved that the Commission increase the number of regular meetings to restore the original schedule.

**OTHER MATTERS OF INTEREST AND ADJOURNMENT**

The meeting was adjourned at 3:05 PM there being no further business to be discussed.